**Board of Trustees Meeting**

**September 27th ,2023**

**Meeting Minutes**

Chair Wilken called a Regular Meeting of the Greenwood Board of Trustees to order at 7:00 p.m. on Wednesday, September 27th, 2023, at the E.L. McDonald Community Center located at 619 Main Street in Greenwood, Nebraska. Said meeting is open and the public is encouraged to attend. The Board of Trustees reserves the right to adjourn to Executive Session per State Statute 84-1410. Chair Wilken stated the open meetings act is posted in the meeting room for the public to view.

**Roll call was taken with the following members present: Wilken, Sobota, Grell, Johnson and Gerlach.**

**Consent Agenda**

Minutes

Approval of time cards and payroll detail report

Financials

* Profit and Loss
* Balance Sheet

Gerlach stated there was one typo in number 11. Wilken made a motion to approve the consent agenda including the minutes, approval of time cards and payroll detail report, financials, profit and loss, and balance sheet with the one correction in the minutes. Johnson seconded the motion. Roll call vote: All ayes. Motion carried.

**Water Report**

**Sheriff Report**

**Maintenance Report**

**Clerk Report-** Greve stated the trunk or treat is October 21st from 5-6pm.

 **Treasurers Report**

**Planning & Zoning**

**Fire/Rescue Report- Sobota stated the new ambulance chasse has a vin number. Sobota stated he was not sure when it will be built but thinks sometime between December and January.**

**Park and Rec**

**Library**

**Communication of Citizens-** Jerry Stewart asked when the street by his place will be paved. Wilken stated it is on the 1- & 6-year plan they are going over tonight. Wilken stated within the next year it will be completed.

**Public Hearing**

1. Budget Hearing- Wilken opened the Budget Hearing at 7:05pm. Wilken asked for anyone that would like to speak for the budget please do so. No comments. Wilken asked for anyone against the budget to please speak. No comments. Wilken closed the Budget hearing at 7:06pm.
2. 1&6 Year Street Hearing- Wilken opened the 1&6 Year Street Hearing at 7:06pm. Wilken asked for anyone that would like to speak for the 1 & 6-year street plan to please do so. No comments. Wilken asked for anyone against the 1- & 6-year street plan to please speak. No comments. Wilken closed the hearing at 7:07pm.

**New Business**

1. Approve/ Disapprove Claims List A- Wilken made a motion to approve Claims list A. Sobota seconded the motion. Roll call vote: All ayes. Motion carried 5-0. Approved Claims: Wages $12,386.40, Ashland Gazette $98.59 (Publications), Black Hills Energy $207.70 (Gas Services), Border States Electric $138.75 (Electrical supplies), Cass County Sheriff $800.00 (September services), JEO Consulting Group $2,718.75 (Professional fees), Municipal supply Inc. of Omaha $656.06 (Water supplies), NAPA Auto Parts $211.97 (Maintenance supplies), Nebraska Public Health Environmental Lab $31.00 (Routine Testing), Nebraska Rural Water Association $300.00 (Annual Dues), US Bank $131.20 (Printer services), Vermeer Equipment of Nebraska, Inc. $132.75 (Nozzle for vac machine), Wahoo- Waverly- Ashland Newspapers $107.13 (Publications), Windstream $979.64 (Internet and phone services). Total bills approved $18,899.94.
2. Approve/ Disapprove 2023-2024 Budget- Wilken stated they will take all of Janet’s wage out of the General fund. Sobota made a motion for the 2023-2024 budget to be approved with the library receiving a budget of $42 thousand. Gerlach seconded the motion. Roll call vote: All ayes. Motion carried 5-0.
3. Approve/ Disapprove 1- & 6-year street plan- Wilken stated Grand Street is the only one left on the 1-6- year street plan. Wilken made a motion to approve the 1-&6- year street plan. Grell seconded the motion. Roll call vote: All ayes. Motion carried 5-0.
4. Approve/ Disapprove additional 1% increase in the total of 23-24 funds budget subject to limitation- Wilken made a motion to approve the 1% increase in the total of 23-24 funds budget subject to limitation. Sobota seconded the motion. Roll call vote: All ayes. Motion carried 5-0.
5. Discussion possible action Dennis request for sidewalk from Post Office to hwy 6- Dennis stated he is going to be moving the sign in on this property. He would like to see the sidewalk continue down the street from the post office to hwy 6 and the bollards to be painted or removed. Wilken stated the bollards were put there to keep people parking in that area. Dennis stated that makes sense and asked if sleeves could be put over them or if they could be painted? Wilken stated the sidewalk is on the property owner to put in. Dennis stated the property line is after the bollards and the sidewalk is the towns property and that is why he had this added to the agenda. Sobota made a motion to table the request for the sidewalk until we know for sure where the property line is. Wilken seconded the motion. Roll call vote: All ayes. Motion carried 5-0.
6. Discussion possible action raising purchase limit for Village employees- Sobota stated they need to review the purchase limit for Village employees on a daily limit as $300.00 does not allow the maintenance guys to even purchase a meter when they are needed. Grell stated this has become an ongoing issue. Stewart and Strode both agreed that they felt $500.00 is a reasonable limit per day and felt they could get what is needed. Wilken stated the maintenance team needs to start getting organized and have the stuff listed out and brought to a meeting prior so there are not last-minute purchases. Sobota made a motion to raise the daily purchase limit to $500.00. Grell seconded the motion. Roll call vote: All ayes. Motion carried 5-0.
7. Discussion possible action code enforcement employee-Sobota stated the nuisance violations are becoming a huge issue. Sobota asked if we could keep violations in house and have one sole person working to make the process faster. Sobota stated this person could work 10-20 hours a week and get the documents served quickly and enforcing the nuisances from start to finish. Gerlach stated they had discussed this prior years ago and they were unable to get anyone. Sobota stated he would like to see if this is a possibility in the future.
8. Discussion possible action compensation for employee officials and staff- Sobota stated him and Grell met with each individual employee and did their reviews. Stefani stated they went well and the reviews are in the folder for any of the board to review. Wilken asked if anyone had any further questions. Nobody had any further questions.
9. Approve/ Disapprove bid for Greenlight Sewer- Wilken stated he spoke to Jeff Strode and Jeff Spickelmier about the bid and the questions he had. Wilken stated Grell told him that there will be pumps in each of the homes and the line goes out from each property into the forced main. Wilken stated he would recommend a check valve at each home. Wilken stated Strode tried getting more bids but nobody else would come out here. Sobota made a motion to approve Spickelmiers bid up to $6,500.00 Gerlach seconded the motion. Roll call vote: Ayes- Gerlach, Wilken, Sobota and Johnson. Grell abstained. Motion carried 4-0-1.

**Resolutions**

1. Approve/ Disapprove Resolution 23-6 1 & 6-Year Street Plan- Wilken made a motion to approve Resolution 23-6 the 1 - & 6-year street plan. Sobota seconded the motion. Roll call vote: All ayes. Motion carried 5-0.
2. Approve/ Disapprove Resolution 23-8 Property Tax Request-Wilken made a motion to approve Resolution 23-8 property tax request. Sobota seconded the motion. Roll call vote: All ayes. Motion carried 5-0.

**Ordinance**

1. Approve/ Disapprove Ordinance 541 for vacating 6th St- Approve/ Disapprove Ord. 541 Wages

Ordinance No. 541 of the Village of Greenwood, Nebraska. First Reading: The Clerk read the aforesaid Ordinance No. 541 by title. AN ORDINANCE OF THE VILLAGE OF GREENWOOD, CASS COUNTY, NEBRASKA, TO VACATE SIXTH STREET EAST OF ASH STREET AND WEST OF PINE STREET; TO VACATE THE ALLEY SOUTH OF FOURTH STREET BETWEEN ASH AND PINE STREETS AND RETAINING A 20 FOOT UTILITY EASEMENT THERIN; TO PROVIDE FOR THE SEVERABILITY OF ANY SECTION, CLAUSE, PROVISION OR PORTION OF THIS ORDINANCE FOUND UNCONSTITUTIONAL OR INVALID; TO PROVIDE THAT THE CLERK FILE A CERTIFIED COPY OF THIS ORDINANCE WITHIN THIRTY DAYS FO THE EFFECTIVE DATE; TO PROVIDE THAT THE BOARD OF TRUSTEES, CLERK AND THE APPROPRIATE DEPARTMENT, WHETHER ONE OR MORE, OF THE VILLAGE OF GREENWOOD, NEBRASKA, SHALL BE AUTHORIZED TO IMPLEMENT THIS ORDINANCE; TO REPEAL ALL ORDINANCES IN CONFLICT HEREWITH; AND TO PROVIDE WHEN THIS ORDINANCE SHALL BE IN FULL EFFECT.

A motion by Wilken was made to approve the first reading of Ordinance No. 541 Sobota seconded the motion. Roll call vote: All ayes. Motion carried 5-0.

Wilken made a motion to waive the second and third readings of Ordinance No. 541. Seconded by Sobota. Roll call vote: All ayes. Motion carried 5-0.

Wilken made a motion to adopt Ordinance No. 541. Gerlach seconded the motion. Roll call vote: All ayes. Motion carried 5-0.

1. Approve/ Disapprove Ordinance 542 Village Wages- Approve/ Disapprove Ord. 542 Wages

Ordinance No. 542 of the Village of Greenwood, Nebraska. First Reading: The Clerk read the aforesaid Ordinance No. 542 by title. AN ORDINANCE OF THE VILLAGE OF GREENWOOD, CASS COUNTY, NEBRASKA, TO PROVIDE FOR THE WAGES AND SALARIES OF CERTAIN OFFICERS, APPOINTEES, ELECTED OFFICIALS AND EMPLOYEES OF THE VILLAGE OF GREENWOOD, NEBRASKA; TO PROVIDE DEFINITIONS; TO PROVIDE FOR THE SEVERABILITY OF ANY SECTION, CLAUSE, PROVISION OR PORTION FOUND UNCONSTITUTIONAL OR INVALID; TO REPEAL ALL ORDINANCES IN CONFLICT HEREWITH; TO PROVIDE THAT THIS ORDINANCE SHALL BE PUBLISHED EITHER IN PAMPHLET FORM OR BY POSTING; AND TO PROVIDE THAT THIS ORDINANCE SHALL NOT BE MADE A PART OF THE MUNICIPAL CODE OF THE VILLAGE OF GREENWOOD, NEBRASKA.

A motion by Wilken was made to approve the first reading of Ordinance No. 542 Grell seconded the motion. Roll call vote: All ayes. Motion carried 5-0.

Wilken made a motion to waive the second and third readings of Ordinance No. 542. Seconded by Sobota. Roll call vote: All ayes. Motion carried 5-0.

Wilken made a motion to adopt Ordinance No. 542. Grell seconded the motion. Roll call vote: All ayes. Motion carried 5-0.

**Board Comments**- Gerlach stated he has had three reports of indecent exposure around 6th and Elm. Wilken stated to have them call the police. Grell stated thanks to Sobota for helping with the reviews. Wilken also thanked Sobota and Grell for taking the time to do the employee reviews and thanked the maintenance team for keeping the board informed lately.

**Wilken adjourned the meeting at 7:45pm.**

*Respectfully submitted,*

*Jasmine Greve, It’s Clerk*